

**REAL ESTATE APPRAISERS APPLICATION ADVISORY COMMITTEE  
VIRTUAL MEETING MINUTES  
AUGUST 16, 2013**

**PRESENT:** Frank Hopp, Thomas Kneesel, Lawrence Nicholson, Ursula Volk

**EXCUSED:** Gary Gruenisen, David Wagner

**STAFF:** Tom Ryan, Executive Director; Karen Rude-Evans, Bureau Assistant; Shawn Leatherwood, Advanced Paralegal

**CALL TO ORDER**

Lawrence Nicholson, Chair, called the meeting to order at 9:36 a.m.

**ADOPTION OF AGENDA**

**Amendments:**

- Item I (closed) – Review and Consideration of Appraisal Experience and Appraisal Reports, add:
  - 1) Anderson, Lynn
  - 2) Atkinson, Richard
  - 3) Petersen, Steven
  - 4) Stevens, Robert
  - 5) Strutz, Elizabeth

**MOTION:** Ursula Volk moved, seconded by Thomas Kneesel, to adopt the agenda as amended. Motion carried unanimously.

**CLOSED SESSION**

Lawrence Nicholson, Chair, read the motion to convene to closed session.

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to convene to closed session to deliberate on cases following hearing (s.19.85(1)(a)), Stats.; to consider licensure or discipline (s. 19.85 (1)(b)), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f)), Stats.; and to

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confer with legal counsel (s. 19.85(1)(g)), Stats. Roll call vote: Frank Hopp-yes; Thomas Kneesel-yes; Lawrence Nicholson-yes; Ursula Volk-yes. Motion carried unanimously.

Open session recessed at 9:40 a.m.

### **RECONVENE TO OPEN SESSION**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel to reconvene to open session. Motion carried unanimously.

Open session reconvened at 10:13 a.m.

### **VOTING ON ITEMS CONSIDERED/DELIBERATED IN CLOSED SESSION**

#### **REAFFIRM ALL MOTIONS MADE IN CLOSED SESSION**

**MOTION:** Ursula Volk moved, seconded by Frank Hopp, to reaffirm all motions made in closed session. Motion carried unanimously.

### **APPLICATION REVIEWS**

#### **LYNN ANDERSON**

**MOTION:** Ursula Volk moved, seconded by Thomas Kneesel, to table this review to the next meeting until three (3) non-redacted original reports are received. Motion carried unanimously.

#### **RICHARD ATKINSON**

**MOTION:** Ursula Volk moved, seconded by Thomas Kneesel, to recommend denial of the appraisal reports as not meeting compliance with USPAP requirements and refer the matter to DLSC. Motion carried unanimously.

**STEVEN PETERSEN**

**MOTION:** Ursula Volk moved, seconded by Frank Hopp, to recommend approval of the appraisal reports as meeting compliance with USPAP requirements with coaching comments. Motion carried unanimously.

**ROBERT STEVENS**

**MOTION:** Thomas Kneesel moved, seconded by Ursula Volk, to recommend approval of the appraisal reports as meeting compliance with USPAP requirements with coaching comments. Motion carried unanimously.

**ELIZABETH STRUTZ**

**MOTION:** Frank Hopp moved, seconded by Ursula Volk, to recommend denial of the appraisal reports as not meeting compliance with USPAP requirements and refer the matter to DLSC. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:14 a.m.